



MINUTES

CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION FEBRUARY 20, 2008

**Call to Order/
Pledge of Allegiance:** The meeting was called to order at 5:00 p.m. by Chairman Siersema, who led Commissioners and the audience in the Pledge of Allegiance to the Flag.

Commissioners Absent: Kirkorn, Harlow

Commissioners Present: Commissioners Mason, McGovern, Spencer, Rivera, and Siersema were in attendance.

Others Present: Travis Hopkins, Director of Public Works
Bob Stachelski, Transportation Manager
Terri Elliott, Acting City Engineer
Duncan Lee, Principal Engineer
Linda Daily, Project Manager
Debra Jubinsky, Senior Administrative Analyst
Joyce Greene, Administrative Assistant

MINUTES

Motion by Commissioner Spencer, seconded by Commissioner Mason to approve the minutes of January 16, 2008.

VOTE:	The motion carried.
AYES:	5
NOES:	0
ABSENT:	2 (Kirkorn, Harlow)
ABSTENTIONS:	0

PRESENTATIONS-COMMENDATIONS

None

ORAL COMMUNICATIONS

None

DIRECTOR'S ITEMS

- E-1. Commission Business –The elections of the Chair and Vice Chair were held. Commissioner Spencer nominated George Rivera for Chair, seconded by Commissioner Mason. No other nominations. Nominations closed.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (Kirkorn, Harlow)
ABSTENTIONS: 0

Commissioner Spencer nominated John McGovern for Vice Chair, seconded by Commissioner Mason. No other nominations. Nominations closed.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (Kirkorn, Harlow)
ABSTENTIONS: 0

Commissioner Rivera assumed the position of Chair.

Chair Rivera thanked Commissioner Siersema for his year of service as Chair to the Public Works Commission.

Travis Hopkins requested the Commission hear item G-3 out of order at the conclusion of Director Items. Bob Stachelski will be presenting the item and has another meeting to attend and requests his item be heard out of order to allow him to also attend his other meeting. The Commission agreed to hear Item G-3 out of order.

- E-2. Mayor's Board Round Table Meeting Schedule – Mr. Hopkins reported the Mayor will hold quarterly meetings with the commission, board, committee, and citizen group chairs or their representative. The meetings will be held April 9, July 9 and October 8 at 4:00 p.m. in room B-8 of the Civic Center.

Mr. Hopkins reported that at the February 19, 2008 City Council Meeting item E-5 was a request to Approve Amended Go Local Project Concept. A copy of the item was provided to each Commissioner. The City Council approved the item

to amend the Go Local Project Concept overview to conduct a needs analysis and transit connection study. Mr. Hopkins gave a brief overview of the project. The item was approved by City Council with a vote of 7-0 at the February 19, 2007 meeting.

Commissioner McGovern inquired as to the timing of the study and Mr. Hopkins responded the study is expected to be completed by June 1, 2008.

ADMINISTRATIVE ITEM

- G-3. Fair Share Traffic Impact Fee Program Annual Report for Fiscal Year 2006/07 – Bob Stachelski stated the report is presented annually and is self explanatory. He then asked for any questions.

Commissioner Siersema inquired about the increased costs of the Newland Street Widening project. Mr. Stachelski explained bids came in substantially higher than expected. The project was taken back to City Council for approval of additional funds.

Motion by Commissioner Mason, seconded by Commissioner Siersema to recommend approval of the 2006/07 Traffic Impact Fee Annual Report to the City Council.

VOTE:	The motion carried.
AYES:	5
NOES:	0
ABSENT:	2 (Kirkorn, Harlow)
ABSTENTIONS:	0

INFORMATION ITEMS

- F-1. Active Capital Project Report – An update on active capital projects under construction, as well as those in the planning stage was presented for the Commission's information.

Commissioner Mason inquired as to the delay of the Magnolia Sidewalk/Lighting project. Terri Elliott, Acting City Engineer, responded the Zoning Administrator heard the project today. A 10-day appeal period is now being observed. Construction is timed for fall; however, bird nesting involvement must be taken into consideration. The bid award is anticipated in the June/July timeframe, if there is no appeal, with a December projected completion.

Commissioner Mason inquired if the City was aware of construction planned for the Brookhurst Marsh area in the same time frame with Terri Elliott responding the City is aware.

Commissioner McGovern inquired of the retrofit of City Hall, the anticipated completion date, and if there will be any relocation needs of staff during the construction. Mr. Hopkins responded construction is expected to take one year from start date. Room B-7 will be used for temporary relocation of staff as needed. Staff and visitors will have noise issues to contend with during the construction process. Mr. Hopkins informed the Commission this is a Building and Safety Department project.

Commissioner Mason inquired of the Banning Library project that previously listed on the report and was no longer shown. Mr. Hopkins responded Banning Library was a study that has been completed, therefore, removed from the report.

Commissioner Mason inquired if the old Warner Avenue Pump Station is still in operation and Mr. Hopkins responded it is. The pump station will continue operation and will be maintained by the City.

Commissioner Mason inquired of the Yellowstone Drive crosswalk installation by Ralph Hawes Elementary School. Mr. Stachelski apologized it was not added to the CIP report and will be for next meeting. It is expected the Yellowstone Drive crosswalk will be in place before the start of school in September.

Mr. Hopkins gave an update on the status of Lift Station D and the gravity sewer feed. The City has been meeting with the contractor on completion needs and is moving forward with the evaluation for the proposed takeover by the Sanitation District. The Sanitation District will conduct a nine-month study to determine if they will take over the lift station.

The gravity sewer feed will be relined and jet grouted to stabilize the pipe. The process is expected to resolve the pipe grade issue caused by the installation process.

Commissioner McGovern inquired if the modifications requested by the Sanitation District had been completed to meet its standards. Mr. Hopkins responded some modifications have been made but not all. Some requests by the sanitation district cannot be met due to the compact site.

Commissioner Siersema inquired on the status of the Beach Boulevard Underground Utility District. Mr. Hopkins responded the project is moving forward and SCE has completed its design. Caltrans permits will need to be obtained to begin construction.

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Taylor Traffic Signal status - Mr. Stachelski reported the design is almost complete for submittal to Caltrans for their first review. No funding is committed for the project by Caltrans at this time.

- F-2. Upcoming City Council Study Sessions – The City Council conducts public Study Sessions on the evenings of City Council meetings, normally beginning at 4:00 p.m., in Room B-8. A tentative listing of upcoming sessions is submitted for the Commission's information.

Mr. Hopkins informed the Commission that on March 3 the long term Financial Plan for the City will be presented. April 7 is the Study Session date the Circulation Element will be presented to City Council.

- F-3. Gregory Lane Water Main Replacement Project and Pine Street Water Main Replacement Project – Duncan Lee presented the project. The item is presented as an Information Item and will not be going out for public bid. It was determined to be a good project to be used as a learning tool by Utility Division staff to allow staff to gain increased experience installing longer stretches of pipe.

Commissioner Mason inquired why new pipe was needed on Pine Street as the houses are not that old. Mr. Lee responded upon investigation it was discovered the original pipe was installed in 1951 and was not replaced when the houses were built.

- F-4. Rainbow Disposal Residential Service Update – Debra Jubinsky provided an update on the Rainbow Disposal rollout. The rollout was completed October 2007. Residential trash collection is being serviced by Compressed Natural Gas (CNG) vehicles except where a smaller vehicle is needed. Smaller vehicles that will operate on CNG are on order and will be put into service in the near future.

Commissioner Mason asked if Rainbow pays a Utility User Tax on the natural gas. Ms. Jubinsky responded that would be paid through the City Treasurer's Office and she would check and report back.

Commissioner Mason then inquired what was being done regarding citizens who do not properly remove and/or store their trash carts. Ms. Jubinsky explained the process. Carts are tagged twice, followed by a written notice. If the problem continues code enforcement is notified. Ultimately a fine would be imposed.

C-1⁵

Commissioner McGovern then asked if the CNG facility at Rainbow Disposal will service others and asked if there will be public access available to the fueling station. The slow fill station is currently operational but not open to the public, however, when the fast fill operation is in place it will be open to the public.

Commissioner McGovern expressed concern of wear and tear on public streets with the increased number of vehicles used in trash collection and inquired who is responsible for the upkeep. Ms. Jubinsky responded wear and tear on public streets is address in the franchise agreement with Rainbow Disposal.

Commissioner McGovern commented he felt the rollout was handled extremely well. Mr. Hopkins concurred and commended Ms. Jubinsky and her staff on the handling of the roll-out process.

ADMINISTRATIVE ITEMS

- G-1. Annual Sanitary Sewer Fund Report Fiscal Year 2006/07 – Linda Daily presented the report and was available to answer any questions. Ms. Daily explained the monies owed to the fund by the Redevelopment Agency are asked for each year in budget preparation, however, with no repayment schedule in place, the Redevelopment Agency declines the repayment at this time. Ms. Daily will continue to ask for repayment each year.

Motion by Commissioner Siersema, seconded by Commissioner Spencer to recommend approval of the Annual Sanitary Sewer Facilities Fund Compliance Report to the City Council.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (Kirkorn, Harlow)
ABSTENTIONS: 0

- G-2. Annual Drainage Fund Report Fiscal Year 2006/07 – Linda Daily presented the report. The Drainage Fund is a development fee that is restricted to use for drainage enhancements. No expenditures were made, or are planned for the Drainage Fund in the current fiscal year.

Motion by Commissioner Siersema, seconded by Commissioner Mason to recommend approval of the Drainage Fund Compliance Report to the City Council.

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VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (Kirkorn, Harlow)
ABSTENTIONS: 0

WRITTEN COMMUNICATIONS

None.

COMMISSIONER COMMENTS


Commissioner Mason requested that the relating Municipal Code no longer be attached to items and in its place, noted where the appropriate Code can be located on the City web site.

Commissioner Siersema requested that a City map be attached to items to better identify where in the City projects are located.

ADJOURNMENT

The Public Works Commission adjourned to the meeting date of Wednesday, March 19, 2008, 5:00 p.m., City Council Chambers. The meeting adjourned at 5:37 p.m.

George Rivera
Chair



Joyce A. Greene
Administrative Assistant

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